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25X1 [redacted]

~~CONFIDENTIAL~~

25 October 1954

Admin Career Bd
@ 23rd Meet
19 Nov

MEMORANDUM FOR THE RECORD

The following summarizes action taken at the CIA Career Council Meeting on 21 October 1954:

a. The proposal to establish a DD/A Clerical Career Board was approved. It was requested, however, that the service designations of the various clerical people, i.e., LO, B-F, etc., not be changed. I agreed to comply with this request.

b. The question of Career Staff membership requirements for external trainees was discussed. It was agreed generally that employees should be members of the Career Staff in order to engage in external training. However, it was recognized that there might be exceptions to this rule and it was the consensus that when employees who were not members of the Career Staff were scheduled to undergo external training they should sign a statement to the effect that if they did not remain with the Agency for a stipulated period of time they would reimburse for the cost of such training. The Office of Training was requested to develop a Regulation along these lines and to put it in the normal Regulations Control machinery for coordination prior to resubmission to the Career Council.

25X1A c. The proposed amendment to Regulation No [redacted] "Promotion," was not discussed. Members of the Council felt that they had not had sufficient opportunity to discuss it; consequently, it was deferred for further consideration. However, at my suggestion it was agreed to put the paper in the normal Regulations Control machinery for full coordination prior to resubmission to the Career Council.

d. It was agreed that the Assistant Director for Personnel should administer the CIA Welfare Board and a proposal was approved to effect this action whereby the Potomac Recreation Association would be the vehicle through which this fund was administered.

25X1A9A e. [redacted] reported that the commitment that had been made to answer individually all questions asked about the Career Service

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Program was quite a burden. It was the opinion of the Council that inasmuch as such a commitment had been made it should be lived up to and the Office of Personnel was asked to expedite its answers as much as possible.

f. It was agreed that the procedure for the selection of candidates for the Armed Forces schools and the Harvard School of Business Administration should be comparable to that of last year, i.e., a screening panel under the chairmanship of the Director of Training should be nominated to make specific recommendations to the Career Council. [redacted] will be the DD/A representative on this panel.)

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L. K. WHITE
Deputy Director
(Administration)

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